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ABSTRACT

This bibliography contains 77 items relative to the problems of self-, community, and program development within community colleges and includes books, journal articles, dissertations, and ERIC materials from 1970 to the present as well as a few fundamental sources dated before 1970. The bibliography is divided into five sections: general overviews (1 listing), bibliographies (5 listings), theoretical works (27 listings), needs assessment and program descriptions (40 listings), and works dealing with funding (4 listings). A brief annotation for every item in the bibliography is included. (TR)

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THE NEWEST DIMENSION OF THE COMMUNITY COLLEGE --

COMMUNITY SERVICES

A Selected and Annotated Bibliography

Hannelore B. Rader

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THE NEWEST DIMENSION OF THE COMMUNITY COLLEGE -- COMMUNITY SERVICES

A SELECTED AND ANNOTATED BIBLIOGRAPHY

HANNELORE B. RADER

Community service has always been part of the community college philosophy. In the rural, agrarian American society transfer programs served a local community need, later vocational-technical programs were developed in response to community needs and since World War II community colleges serve in a more sophisticated manner to accomplish manpower development for the community.

> "Hence the President's Commission suggests the name "Community College" to be applied to the institution designed to serve chiefly local community education needs. It may have various forms of organization and may have curricula of various lengths. Its dominant feature is its intimate relation to the life of the community it serves."[1]

As early as 1947 the emergence of the newest mission of the community college became a National fact in answer to the need for a social institution dedicated to personal and community development and renewal. This mission is to be closely related to the life of whichever community it serves. It became apparent soon that local policy making and pricrity setting would be essential to assure the success of such a mission regardless of the sources of funding.

In the 1960s and 1970s the emphasis on community services has become intensified. Community colleges have been urged to help develop new attitudes toward youth, reestablish confidence in the

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[1]President's Commission on Higher Education, Higher Education in American Democracy, vol. 1, Establishing Goals, New York: Harper, 1947, pp. 67-68.

family, improve conditions in the environment, develop a realistic value systems, enhance the community life, develop individuals to their fullest capacity for participation in the democratic process and alleviate the energy crisis.

In order to fulfill the self-development function, it is advocated that the community college provide adult and continuing education, leadership training and guidance to solve social problems by developing

a) counseling centers for adults of the community -- women, veterans, alcholics, mid-career changers, drug abusers, etc.
b) educational extensions such as different local centers to hold instructional sessions in -- storefronts, shopping centers, retirement homes, prisons, churches, factories, etc.
c) culture and leisure time activities -- concerts, art exhibits, films, lectures, use of college facilities, such as library, etc.
d) social outreach activities to disadvantaged clientele -- blacks chicanos, Native Americans, ethnic groups, non-English speakers, Handicapped, etc.

Another community college function deals with community development. This would involve a community analysis, a needs assessment and profile of the community utilizing questionnaires, interviews, advisory committees and personal involvement of college staff. It would also entail cooperation with all other community social and educational agencies to avoid duplication and to create better public relations. Utilizing adhoc and advisory committees from the community will improve college-community cooperation and publicize programs offered. Sponsoring public forums and civic-oriented

activities will involve the college in one of its missions to support the community and provide leadership for its growth and change.

A third community college function is program development. This involves community input in the curriculum development for credit and noncredit offerings, for general and vocational education and for traditional and non-traditional students. Furthermore, the college needs to become the resource center for the community information needs through its learning resources center. It needs to develop a speakers' bureau involving staff for community events and provide leadership for community events as needed. The community college often can also become the community center at which civil, social and cultural functions of the community can be held. If the community college becomes involved in the community as specified here, then the community will truly become its base of operation, all learning activities will be community-oriented, and the college will be the people's college. People who because of economic or physical problems cannot attend other postsecondary institutions can thus continue life-long learning at their community college and the quality of life will be improved for the total community. This, then, would be the ideal community service function as seen through much of the appended literature. However, in reality most of the community colleges have a long way to go before they reach the ideal; more often than not the reasons have to do with adequate funding and conflicts between state and local control.

The bibliography includes 75 items which document this short summary. Included are books, journal articles, dissertations and

ERIC materials from 1970 to the present. A few fundamentally important sources from the pre-70's have been included because of their theoretical value. The materials were gathered by searching through Education Index, Current Index to Journals in Education, ERIC Resources in Education and pertinent bibliographies. The list is divided into several categories: General overview articles, bibliographies, theoretical works, specific programs and community needs assessments, and funding. Within each category the items are in alphabetical order by author (or title if no author is available).

"Community Services in Community Colleges: in Encyclopedia of Education. New York: MacMillan, 1971. v.2, pp. 324-329.

The community college is an institution which provides services in postsecondary education for all of the community members in partnership with the community. It serves as the community's cultural center. It is based on the concept of providing educational services to those not enrolled in formal institutions. Thus it provides higher education, occupational and general education, guidance and counseling and community services. It is a community-centered institution, providing service to people of its community. The college is taken into the community. The education is not limited to formal classroom instruction. The community college is also a catalyst in community development and self-improvement. It must meet its consumers' needs and not duplicate other services. It is better if the community services are handled by a separate administrator. Some of the problems in this area involve internal communication, faculty and administrative support, coordination, identifying of community needs, planning and evaluating programs, good objectives, supervision and adequate resources.

BIBLIOGRAPHIES

Kapraun, E. Daniel. Community Services in the Community College: A Bibliography. Washington: ERIC, 1973. 26p. ED 101 768.

This bibliography of more than 250 unannotated items covers both theoretical and practical aspects of community services in community colleges. It is classified into 8 areas -- background literature, definition and scope, organization and administration, coordination, research, new models of programs, exemplary programs and issues for the 70's.

Kinzer, Allen. Community College Community Services Planning: A Literature Review Toward Development of a Master Plan in Continuing Education. Washington: ERIC, 1973. 17p. ED 086 304.

This literature review on community service programs in the community college emphasizes characteristics and motives of adult students, community involvement, program planning and administration, community analysis, community service functions and assessment and evaluation of community service programs.

Purdy, Leslie. "Serving the Community: Community Colleges and Community Schools - A Literature Review." Community Education Journal 5 (January-February, 1975), pp. 12-15.

This gives a review of the literature relating to community education, the differences and the similarities between community colleges and community schools. Areas of competition and cooperation are stressed.

Roed, William. A Guide and Bibliography for Mid-Managers in Community College Community Service Programs. Washington: ERIC, 1976. 14p. ED 120 023.

The developmental model for community service programs presented in this paper serves as a planning guide for new programs. It is flexible and allows for continuous evaluation. It includes setting program goals, assessing needs, designing a program, implementing and evaluating the programs.

Sanchez, Bonnie. About Community College Community Education and Community Services. Washington: ERIC, 1977. 23p. ED 140 927.

This is an annotated bibliography dealing with sources in community education and community services in the two-year college since 1965. It features an introductory overview of community education in the community college and reviews activities, facilities, cooperation, needs assessments, evaluation, funding and administration of these programs.

THEORETICAL WORKS

American Association of Community and Junior Colleges. A Policy Primer for Community-Based Community Colleges. Washington: AACJC, 1975.

This publication summarizes the 1974 AACJC Assembly on how the community colleges can focus even more intensely and effectively on local and regional community needs. The Assembly's main responsibility was to recommend ways which could overcome barriers to community-based education by formulating policies. The report gives these policies, various addresses presented at the meeting and concludes with problems.

Bender, Louis W. The States, Communities and Control of the Community College, Issues and Recommendations. Washington: AACJC, 1975.

This paper discusses the community college in relationship to state and local controls, specifically the shift away from local control and the implications for institutional developments. Suggestions and recommendations to meet the challenge of change in control are suggested. A section on "the college of the Community" focuses on community-based education and the real mission of community colleges. The last section deals with implications for public policy and features four recommendations for keeping the community college under local control.

Bushnell, David S. Organizing for Change: New Priorities for Community Colleges. New York: McGraw-Hill, 1973.

This book is an outgrowth of the 1970 Kellogg Foundation nationwide study of the community college (see Gleazer. Project Focus and AACJC. Policy Primer for the two companion volumes). The author delineates priorities and problems facing community colleges and provides a strategy for change that may be the goal for the 1970s. A section on community services discusses the current situation, problems and future implications, and gives some criteria for effective programs -- need-oriented for the various groups in community, student-faculty participation for community need and self-development, visible impact on and benefit to community. A second section discusses the changing character of the community and an effective two-way communication is stressed.

Carnegie Commission on Higher Education. The Open-Door Colleges: Policies for Community Colleges. New York: McGraw-Hill, 1970.

This work discusses the role of community colleges and proposes policies for their future development. New enrollment projections to the year 2000 are given and needs for community colleges to 1980 are given. Current practices and proposals relating to community colleges are blended into an overall policy. The Commission lists 12 separate guidelines for community college policy -- among others, these stress open access for all and a special responsibility to enrich the cultural life of its neighborhood and to be an active center for art, music and drama and intellectual discussions.

Cohen, Arthur M. and Associates. College Responses to Community Demands. San Francisco: Jossey-Bass, 1975.

This work describes the tensions within the community college -- external pressures from society, internal pressures which are the preexisting institutional forms and personal predilections of the staff and students. The book is arranged in three parts: Social forces intrude, institutions respond and faculty persevere. A chapter dealing with community development as an "impossible dream" provides a critical appraisal of the community college's attempt to create effective community services.

Community Education: Final Report. A Position Paper Presented to the State Board for Community College Education. Washington: ERIC, 1976. 18p. ED 131 893.

This paper proposes a conceptual basis within which all sponsors of community and continuing education can cooperate. These agencies include community colleges, school districts, YMCAs and others. Definition of community-related education is given and roles of each agency are specified. Recommendations are provided and need for cooperation is stressed.

De Cosmo, Richard. "Admissions, Academic Policy, and External Relations." Peabody Journal of Education 53 (April, 1976). pp. 148-150.

This article reviews what a community college's external relations should accomplish -- should allow people to see it as an open door, egalitarian institution, performance-based and community-oriented and meeting as many of its community education needs as appropriate. The college should test the community's understanding of its goals frequently.

Fordyce, Joseph W. "Continuing Education as External Relations." Peabody Journal of Education 53 (April, 1976), pp. 151-156.

The community college development can be related to three major areas -- community, comprehensive and continuing. This article focuses on continuing education, gives a definition for it and advocates providing such education for community members as needed. There are still problems to overcome, such as adequate financing, before continuing education can defend its position in the value system of our society.

Gleazer, Edmund J. "Beyond the Open Door, the Open College." Community and Junior College Journal 45 (August-September, 1974). pp. 6-12.

The author suggests new framework for community colleges' community services. Advocated is more research, a state of the art, planning criteria, better evaluation procedures for community services. Also implications and planning ideas for the future are given.

Gleazer, Edmund J. Project Focus: A Forecast Study of Community Colleges. New York: McGraw-Hill, 1973.

This work summarizes an AACJC study with the help of the Kellogg Foundation to examine trends in the community and junior colleges and implications for the objectives, functions, organization and administration of the AACJC. The author based his writing also on personal experience and many individual's input. The book covers the following areas: Changes in the student population, changes in how students are served, change in organization and governance, shifts in financial support and trends in community relations.

Gleazer, Edmund J. Responding to the New Spirit of Learning. Washington: ERIC, 1976. 20p. ED 129 381.

Change in American education shows a trend toward adult education expansion and life-long learning. Community educational needs must be assessed involving citizenry in order to understand better the changing characteristics of the educational consumer, to understand the diversity of institutions, to set up goals and perspectives, to form a policy framework, to demonstrate accountability, to encourage voluntary cooperation.

Gollattscheck, J.F. College Leadership for Community Renewal. Beyond Community-Based Education. San Francisco: Jossey-Bass, 1976.

The authors advocate a fourth major development in American post-secondary education. The creation of the community renewal college committed to the improvement of all aspects of community life. The college of the future described here is based on seven case studies. A chapter on clientele renewal discusses community assessment.

Harlacher, Ervin L. The Community Dimension of the Community College. Englewood Cliffs, N.J.: Prentice-Hall, 1969.

This summarizes a study by the author to identify and report the nature and scope of community services programs provided by U.S. community colleges, to identify and describe exemplary community services programs and activities, to identify and report problems, issues and trends in community college programs and to identify and recommend the role of AACJC in the development and expansion of community college programs of community services.

Harlacher, Ervin L. Critical Requirements for the Establishment of Effective Junior College Programs of Community Services. PhD Dissertation, UCLA, 1965. Ann Arbor, University Microfilms.

Data from questionnaires from 99 junior colleges was analyzed to find community services objectives, what helped achieve them, problems and 13 critical requirements for effective programs were listed.

Hine, C. and others. "Communiversity: Community Needs Model." Intellect 107 (November, 1973), pp. 112-113.

The communiversity defined as a school which provides for the total post-secondary educational needs of a community is suggested here as an option to providing education based on community needs and demands. Academic, vocational, in-service and adult education would be featured. Other administrative problems of such an institution are discussed.

Holcomb, Hope M. "Reaching Out Through Community Service." New Directions for Community Colleges 4 (Summer, 1976). Entire issue.

Problems relating to the community colleges newest dimension "community services" in regards to definition, delineation, financing, management and intervention are discussed. The whole issue is devoted to different aspects of community services such as objectives, needs assessment, recruitment of special groups, staff development, counseling, management of these services in multi-college districts, evaluation and community problem-solving. Also provided are profiles of community service programs in California and Florida as well as a review of pertinent literature.

Knoell, Dorothy and Charles McIntyre. Planning Colleges for the Community. San Francisco: Jossey-Bass, 1974.

The authors discuss the concepts of planning and goal setting, clientele delivery systems and programs. Suggestions are given for goals and objectives at each level of the decision. Also discussed are barriers to access and procedures are suggested for community study. Objectives for a community service program include social outreach, individual development and conference planning.

Korim, Andrew S. Century Three: Implications for Community and Junior College Research. Washington: ERIC, 1976. 19p. ED 134 740.

The third century will see the community colleges more involved in community research. The extension of the community college out into the community services, new clients under new circumstances will require the development of new skills. Their capacity to respond to changing conditions and services will determine the community colleges' future success.

Logsdon, J. D. "Role of the Community College in Community Education." Phi Delta Kappan 54 (November, 1972), pp. 197-199.

The author suggests that it is the role of the community college and its commitment to broaden the American dream of education available to all. Community involvement, flexibility, cooperation with educational instit tions, counseling services, continous contact and continuous evaluation are some of the guidelines suggested for a viable community services program.

Martorana, S. V. and Eileen Kuhns. "The Challenge of the Communiversity." Change 9 (February, 1977), pp. 54-55.

Provides a definition of a true communiversity which would include the full array of formal and informal education for anyone. Many of the community colleges are moving in that direction trying to serve previously unserved community members. Some problems connected with this concept are also mentioned.

Matson, Jane. "Assessing Service to the Community from the Perspective of Society." New Directions for Community Colleges 18 (Summer, 1977), pp. 87-101.

The concept of the community college as a community agency serving the entire population has developed since 1945. In the 60's and 70's this concept has become intensified resulting in a phenomenal growth of community colleges. Along with this development the assessment of community need and evaluation of programs' effectiveness has become more complex. Advisory committees have been helpful but other methodology is also needed. Community service aspect came into national prominence through a 1968 Kellogg Foundation grant for the AACJC. A commitment to community service requires reordering of priorities, refining of goals and objectives. Also needed are needs assessments, evaluation, missions of colleges, imaginative programs to meet needs of community. An instrument of needs assessment should be devised which can be utilized in many different communities. Sampling technique may be a problem because it may not tell whole story. After needs are known, planning priorities continuing monitoring of community changes and program adjustments are necessary.

Medsker, Leland L. and Dale Tillery. Breaking the Access Barrier: A Profile of Two-Year Colleges. New York: McGraw-Hill, 1976.

This report presents a statistical portrait of community colleges as well as problems with clientele, functions, programs, control, staffing, financing and planning. Community service is described as the "newest" function of the community college based on Harlacher's theories (pp. 70-71). In the summary the most crucial issues facing community colleges are identified -- equal opportunity, financial problems, maintaining a comprehensive program, inadequate state planning. Specific recommendations are made to reassess goals, state-wide planning for community colleges, review governing structures, new financial support especially for needy students, better preparation and development of faculty and administrators for community colleges.

Myran, Gunder A. Community Services in the Community College. Washington: AACJC, 1969.

This monograph provides a basis for commuity-based education and community services. It includes guidelines. The chapters deal with organizing, staffing and financing community services, leadership, creating linkages within the community college and community groups and finally some discussion of issues and challenges to be faced.

O'Bannion, Terry and Alice Thurston. Student Development Programs in the Community College. Englewood Cliffs, N.J.: Prentice-Hall, 1972.

This work deals with student development programs in the Seventies, its problems and future. Critical issues such as minorities,

student characteristics, values and student services are presented in detail and action models are provided to create a comprehensive view of community college student development programs. A chapter by Max Raines and Gunder Myran on community services and student personnel work clarifies the range of community service activities in the community college and gives a conceptualization of the total community services program. Student and community services have many elements in common and have partially merged in some colleges. Community services have these categories: individual development function, community development function and program development function.

Raines, M. R. and G. A. Myran. "Community Services: Goals for 1980." Junior College Journal 42 (April, 1972), pp. 12-16.

Expansion of community college community services within established priorities of involvement can benefit both institutional and professional goals.

Ratcliff, J. L. "Small Towns, Local Control and Community-Based Colleges." Peabody Journal of Education 55 (January, 1978), pp. 99-105.

The issue of local control of public education is most visible in the community college, especially in regards to community-based education. In 1974 the AACJC Assembly published a set of policies for this which are examined by the author. Community service is the outreach function of the community college but no concensus about the role of community service in relationship to other functions seems apparent. Another problem is the lack of a real definition of what a community is. A study was undertaken to check on AACJC's 27 policies operativeness. It was found that these policies do not represent new directions for colleges, that colleges already operated under these beforehand. Also the relationship between rural, geographically isolated regions and lack of community services does not exist. contrary to the Carnegie Commission Report (see above). The effectiveness of programs and community participation could not be adequately assessed.

Yarrington, R. "An Interview with Ervin Harlacher." Community and Junior College Journal 45 (August-September, 1974), pp. 13-15.

Discusses Harlacher's ideas and research regarding to community services as related to community colleges. It is stressed that an elaborate community profile, good planning, staff development and workshops for the community are needed.

NEEDS ASSESSMENT AND PROGRAMS

Berghaus, W.C.B. "Community College Community Planning Coordination." Community and Junior College Journal 45 (October, 1974), pp. 19-20.

Discusses Virginia's Area Redevelopment Act to provide a planning mechanism for communities' communication. This Act is helpful to community colleges interested in improving community services.

Burns, Donald C. "Community Career Development Center." Community and Junior College Journal 44 (May, 1974), pp. 11-13.

Montcalm Community College in Michigan in conjunction with local school districts, state employment agencies and other career planning agencies and with federal funding, set up a career resource center for the community. This features career information, career counseling and testing for all adults as well as workshops, consulting services, career presentations and a newsletter for school personnel.

District-Wide Needs Assessment, Final Project Report. Washington: ERIC, 1975. 136p. ED 133 344.

This project utilized community, community leaders, current and former students and San Diego Community College District staff to develop valuable objective input on the community for the Board of Trustees and the District to assist them in formulating a good community services program. Evaluation was part of the project.

Ferguson, L. G. and others. The Assessment of Adult Needs, Phase I of Multi-County Assessment of Adult Needs Project. Washington: ERIC, 1975. 204p. ED 112 989.

This is part one of the Waco, Texas community needs assessment and provides a data base to be used for adult education planners. Eighty-nine survey questions on adult education needs were utilized by trained interviewers.

Field, Charlie K. Establishing and Maintaining Community Linkages for Community Services Divisions in Selected Colleges in Michigan. Washington: ERIC, 1976. 127p. (PhD Dissertation, Walden University) ED 124 246.

This research dealt with determining the most effective ways for community college administrators of community services to establish and continue meaningful linkages between the college and the community. The 29 public community colleges in Michigan were surveyed via questionaire, followed by personal interviews. It was found that person-to-person contacts are most successful, community services administrators must be very involved in the community, adhoc committees are more successful than advisory committees, staff input can be meaningful, informal contact is more valuable than formal contact, demographic and socio-economic factors affect community services linkages greatly, community services administrators must be creative, innovative, receptive, responsive and must have a pioneering attitude in searching for and serving as linkages.

Fischer, O. R. and J. Gollattschek. "Valencia Community College as an Educational Cooperative." Community and Junior College Journal 45 (November, 1974), pp. 12-15.

The authors discuss an educational cooperative concept at Valencia Community College and how this helps to develop a community-based educational program.

Fuller, Jack W. "Catalyst for Developing Community Leadership." Community and Junior College Journal 45 (April, 1975), pp. 14-17.

The author talks about a community college which assessed the needs of the community for a leadership program and how such a program was then developed based on the assessed needs.

Gale, Robert L. "Lay Advisory Boards as an External Public Relations Tool." Peabody Journal of Education 53 (April, 1976), pp. 162-165.

Lay advisory boards can be used more intensively and effectively by community colleges because of their unique relationship to the immediate community. These boards can function in 4 different areas; finance, public relations, curriculum advice and special expertise. Members for the Advisory Board should be selected according to competence, character, time and interest. This type of board can be an effective tool to serve as the link between the community and the community college.

Galvin, Kevin and others. Educational and Retraining Needs of Older Adults. Final Project Report. Washington: ERIC, 1975. 38p. ED 110 132.

This project conducted by the Southern California Community College Institutional Research Association to assess the educational needs of aging and retired persons was an attempt to discover in which areas of occupational retraining such persons would be interested. Workshops and questionnaires were utilized. It was found that older adults have many different needs and interests, and the community college can play an important role in meeting these needs.

Giancoulus, John. "Evaluating Community Service Programs." Community College Frontiers 5 (Fall, 1976), pp. 28-30.

This article suggests that the Planning-Programming-Budgeting System (PPBS) should be used in evaluating community services programs.

Goodrich, Andrew L. A Survey of Selected Community Services Programs for the Disadvantaged at Inner-City Community Colleges. PhD Dissertation 1969. Ann Arbor: University Microfilms.

This summarizes an investigation of community service programs for the disadvantaged at innercity community colleges and presents a descriptive history of the programs, their origin, development and essential components. Also included is information on

financial resources, special problems with hiring minority faculty. Data was collected through taped field interviews, questionnaires and observations. Recommended is the search for more stable funding and the search for more concerned faculty.

Harlacher, Ervin L. and James E. Gollattscheck. "Implementing Community-Based Education." New Directions for Community Colleges 21 (Spring, 1978), entire issue.

This issue presents overviews of various important areas of community-based education written by practitioners in the field and practical suggestions for implementing community-based education. It includes an article on the development and definition by Gunder Myran, articles on planning, staffing, management, delivery systems, student services, performance oriented learning, funding, federal support, the governing board, community impact and a lengthy resource list on community-based education.

Hutchins, Elbert C. Learning Needs of Adults in Bourbon, Linn and Crawford Counties, Kansas. Washington: ERIC, 1975. 54 p. ED 108 732.

Fort Scott Community College in Kansas used a modified version of the survey of adult learning developed by the Educational Testing Service to determine the community's needs. More than half of the population expressed an interest in furthering their education. The survey identified the people's needs, desires and also any potential problems in trying to satisfy these needs.

Keim, William A. "Planning PR for a Community-Based Program." New Directions for Community Colleges 20 (Winter,1977), pp. 19-25.

Good public relations for a community-based program are based on thorough knowledge of the community and the area. A problem often occurs in how to reach previously unreached clientele through a variety of agencies.

Knotek, Dale H. Community Services. Washington: ERIC, 1969. 9p. ED 029 872.

This paper provides in checklist format a basic program of community services and basic procedures for its effective administration. The need for effective communication is stressed.

Leonetti, Robert. "The Outreach Classroom." Adult Leadership 25 (September, 1976), p. 15.

Discusses community colleges outreach service to provide adult education to community members by utilizing storefronts, etc.

Thus they can fulfill their role in community service and many adults usually feel more comfortable in such surroundings.

Lombardi, John. Noncampus Colleges: New Governance Patterns for Outreach Programs. Washington: ERIC, 1977. 80p. ED 136 880.

This paper discusses a new type of postsecondary institution, a non-campus college as examplified by 8 non-campus colleges in the U.S. Their programs, organization, financing, students, faculty and problems are examined. A summary of their outreach efforts to non-traditional students is provided.

Morton, John and George Warfel. Needs Assessment for Community Education. Washington: ERIC, 1975. ED 129 373.

This paper talks about ways of maximizing community and college interpenetration and the role of needs assessment in community education. Active involvement of college personnel and community people in the assessment is stressed. Types of information to be gathered from this assessment and common pitfalls and their avoidance are discussed.

Myran, Gunder A. "Energy Conservation Education and the Community College." Community and Junior College Journal 48 (November, 1977), pp. 16-17.

The author discusses how community colleges can play an important role in the energy-conservation education of communities by becoming a large part of the community energy network.

Myran, Gunder A. and Dean MacLeod. "Planning Community Colleges." Community Services Catalyst 3 (Fall, 1972), pp. 17-28.

Describes one approach to planning a community services program based on management by objectives. The program involves outreach, involvement in teaching and evaluating. A Michigan example is provided.

Nelson, Hershel H. Why Does Polk County Have a Community College? Washington: ERIC, 1975. 33p. ED 099 093.

This study's purpose was the assessment of the community's awareness of Polk Community College and its functions. Surveys were conducted around Winterhaven, Florida. Most persons surveyed were aware of the college's community services. It was also found that public relations could be improved and the public should receive more information about the college's services.

Pifer, A. "Community College and Community Leadership." Community and Junior College Journal 44 (May, 1974), pp. 23-26.

Discusses the community college's responsibility toward the local community and considers the importance of satisfying educational and social needs of youth 16-19, so they spend these transitional years in a positive manner.

Rabin, Kenneth H. "Community College External Relations. Using the Mass Media." Peabody Journal of Education 53 (April, 1976), pp. 171-177.

The mass media in use for public relations for the community college has both negative and positive aspects. But working within the parameters of innovation, local identity and its single mission within higher education, the community college can utilize newspapers, radio and television. Print seems to be favored by community colleges administrators but radio and television can be utilized equally effectively.

Ratcliff, James L. An Analysis of Community-Based Policies for Off-Campus Community Services in Selected Non-Metropolitan Two-Year Colleges of the Northwest. PhD Dissertation, Washington State University, 1976. Ann Arbor; University Microfilms.

This study was to determine if community colleges in 1974-75 had comprehensive sets of community-based educational policies based on the AACJC policies and if the potential lack of off-campus community services was directly related to the extent to which the college off-campus service area was composed of rural, geographically isolated populations. It was found that the majority of the colleges have community-based community services policies and no correlation was found between the geography of the community and community services. Recommendations include assessment of policies' application, evaluation of metropolitan areas community services, examination of relationship of community college policies and other community agencies' policies and to socio-economic community characteristics.

Robin, Keith. Community Participation in the Community College. Washington: ERIC, 1971. 28p. ED 053 722.

Community needs must be identified and met by the community college to be effective. It is also important to define the community first. Model definitions are provided. Community advisory committees, community coordinating councils and community study were used to sample the community. The three procedures should be used jointly. Such community survey would be effective in broadening the college mission and to provide a comprehensive base for developing a community's human resources.

Sixth Annual Report of the Hawaii State Senior Center, July 1, 1974-June 30, 1975. Washington: ERIC, 1975. ED 112 998.

The Hawaii State Senior Center is sponsored by Honolulu Community College and after 5 years of operation it became completely funded by the State. It features health services, counseling, adult education and recreation activities and a cooperative effort of various agencies.

Stetar, J. M. "Community Colleges and the Educational Needs of Older Adults." Journal of Higher Education 45 (December, 1974), pp. 717-721.

This article discusses how community colleges are assisting senior citizens and assuming service functions usually handled by social service agencies. It is advocated that community colleges should concentrate on meeting only the educational needs of older adults and also try to meet educational needs of other community groups.

Sullenger, J. Bard. "Developing Alumni Programs for Two-Year Colleges." Peabody Journal of Education 53 (April, 1976), pp. 178-179.

Reasons for and against having a community college alumni program are discussed. Financial support and community involvement would be two of the more obvious results of an alumni program.

Seniors, Alma L. Hillsborough Community College Dale Mabry Campus: Student and Course Survey. Washington: ERIC, 1976. 33p. ED 136 893.

This summarizes a survey of 1183 students involved in community services courses. A profile of these students was compiled in order to satisfy their educational needs better in the future. It was found that this 1976 sample differed significantly from earlier samples.

Teraz, Carol E. and Monty W. Ruth. KOCF-TV Needs-Assessment Survey's: Communications Patterns Survey. Washington: ERIC 1975. 100p. ED 104 509.

This reports a research project designed to determine the educational needs of the community of the Coast Community College district. KOCE the college's non-commercial public educational television station was used as central survey instrument and its programs were assessed. The surveys began in 1972-73 and all the data to 1975 is included.

Tirrell, John E. "External Relations of the Community Junior College." Peabody Journal of Education 53 (April, 1976), pp. 143-150.

Author defines external relations of the community college as related to student services, academic policy, community services, lay boards, mass media, grantsmanship and alumni programs and legislative affairs.

Vaccaro, Louis E. "The College and the Community." Adult Leadership 25 (December, 1976), pp. 103-107.

The author discusses the importance of good community relations for the community college and the effects of poor community realtions. It is felt that the college president has the responsibility for good community relations.

Vitale, John C. "Community Music Programs: A Cultural Contribution." Community and Junior College Journal 45 (March, 1975), pp. 21-23.

This article outlines how four community colleges cooperated with other organizations to establish a cultural program. Basic operational modes of these colleges are described.

Watson, R. J. "The Meandering Mini-College: Success in Human Terms." Community and Junior College Journal 44 (April, 1974), pp. 8-9.

This discusses an approach to satisfying community members' needs for education through mini college classes at Essex Community College in Maryland.

West, Phyllis and others. Report on a Needs Assessment and Evaluation of a Drug Education Program. Washington: ERIC, 1976. 22p. ED 122 905.

The Los Angeles Valley College established a drug education program for the community in 1970. Because of declining use of the program a needs assessment was undertaken.

Wood, Stephen C. Profile Characteristics of Students Enrolled in Community Services Classes, Spring, 1976. Washington: ERIC, 1976. 69p. ED 131 898.

The Los Angeles Community College District community services classes were surveyed in March 1976 to ascertain the students' demographic statistics. It was found that there was a great diversity of population served.

Yarrington, R. "Assessing the Community Base." Community and Junior College Journal 46 (November, 1975), pp. 9-11.

A community-based, performance-oriented college draws its sense of mission from the community by studying the community, the resources carefully. The author describes how this can be accomplished on hand of an example from Oregon.

Yerger, Benjamin J. Comparative Development of Community Services Programs in Relationship to Organizational Variables Among Colleges in an Urban Community College District. Washington: ERIC, 1975. PhD Dissertation, University of California, Berkely. 283p. ED 139 448.

Using a case study method on 4 community colleges in California, this study tried to determine the relationship between organizational variables, organization program support, planning and activities. The study tried to ascertain how these colleges met their community services function and several recommendations were made to improve such service.

Zoglin, M. L. "Community Stake in the Community College." Community and Junior College Journal 45 (August, 1974), pp. 19-22.

This article examines the question of whether it is better if colleges are run by experts, people who work full time in education or by laymen who devote part time to trusteeships.

Zoglin, M. L. "Elect the Board from the Community." Junior College Journal 42 (April, 1972), pp. 21-23.

This presents an argument against including student, faculty and administrative representatives on the community college board but instead, the community interests would be better represented through citizen's advisory groups.

FUNDING

Deshler, J. David and others. Developing Community Services in the Seventies: New Roles for the Higher Education. Washington: ERIC, 1975. 127p. ED 112 118.

This report identifies effective alternative administration and funding patterns which would enable higher education institutions in California to continue community services even if Title I funding runs out. Factors and conditions which have been found to strengthen community services efforts are also discussed.

Griffith, Ronald L. Community College Community Service: The Question of Accountability. Washington: ERIC, 1976. 6p. ED 124 235.

This paper presented at the annual AACJC Assembly discusses reasons why there are only a few exemplary community services programs. Community needs assessment and funding are some of the problems mentioned.

Landsburg, D. L. "Community College Community Services: Rhetoric or Reality?" Adult Leadership 22 (December, 1973), pp. 201-204.

This article defines community services, discusses its financial structure and resulting problems and concludes that state funding of community colleges should be changed to support community services.

Roed, William. State Funding of Community College Community Services, Noncredit Offerings: Current Patterns and Problems. Washington: ERIC, 1976. 13 p. ED 133 008.

Twenty-three state directors of community college systems were surveyed to determine funding patterns for community college community service non-credit offerings. Most states do not provide for this. It was also found that at times non-credit courses are changed to credit courses in order to get funding and, courses are usually offered around specific funding sources.